

2010 TEDS and Infinite Campus training sessions conducted in Kentucky Tech Training Center

Each summer, Office of Career and Technical Education (OCTE) personnel offer Technical Education Data System (TEDS) training to ensure the best possible data entry for federal Carl D. Perkins reporting standards.

Photo at right (l to r): Sarah Galliher, OCTE administrative consultant goes over a TEDS screen with Stephanie Bertram, KY Tech-Clinton County.



This year's training sessions are being conducted by OCTE administrative consultants Sarah Galliher and Angie Crowder. Their combined efforts are offered to personnel from all Kentucky Tech area technology centers, community and technical colleges, and universities that receive federal Perkins funds. According to Galliher, the Kentucky Department of Education conducts training for high schools and locally operated career technical centers.



Above (l to r): Angie Crowder and Renee Cooksey, KY Tech-Marion County.

Training Schedule

- June 22 - (TEDS, ATCs)
- June 23 - (IC, ATCs)
- June 24 - (TEDS, PS)
- June 29 - (TEDS, ATCs)
- June 30 - (TEDS, PS)
- July 13 - (TEDS, ATCs)
- July 14 - (IC, ATCs)
- July 15 - (TEDS, PS)
- July 26 - (TEDS, PS)
- July 27 - (TEDS, ATCs)

KEY: *TEDS*=Technical Education Data System; *ATC* = area technology center; *IC* = Infinite Campus; and *PS*=Postsecondary.

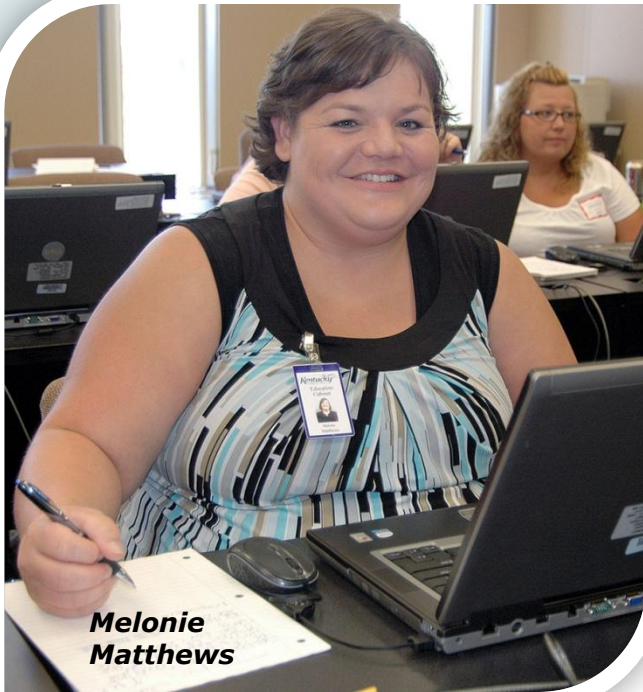
Each session includes a review of all data screens with an emphasis on data fields that have a direct impact on program assessment, including calculating the Perkins performance goals for each school. "Questions or problems that have been reported frequently are also covered," said Galliher. Any changes and or updates to the reporting process have been included in the review portion of the training session. Once the major topics have been covered, Galliher demonstrates the TEDS reporting functions. This allows each user to create any number of specifically designed reports.

Galliher:

"It is our intention that each person leave with the knowledge, confidence and skills necessary to report their student data completely and correctly using TEDS. The personal connection created through the training sessions makes it more comfortable for any of our users to contact us when a question or problem arises."

"On a more personal note, it is always enjoyable to see secretaries, principals and other data people who attend our sessions. Meeting in Frankfort allows everyone to become acquainted with central office personnel and to see the operation from the system level."





**Melonie
Matthews**

**Melonie Matthews
KY Tech-Bell County:**

"TEDS is an important part of my job as administrative secretary. Keeping updated and informed by attending training with Sarah and Angie allows me to be at my A game – which benefits all of my students and staff."

**Tina Swinford
KY Tech-Harrison County:**

"TEDS training allows us an opportunity to review current and updated policies in place to ensure accurate funding for our school. It also allows us time to network with others."



Tina Swinford

**Kim Dawson
Carroll Co. ATC**

"TEDS update training is beneficial because there are small changes or new information to be gathered that make a big impact on Perkins Performance Measures, Program Assessment and other student data you are responsible for."



Photo above (l to r): Crystal Raisor and Kim Dawson, KY Tech-Carroll County; and Lisa D. Miracle, KY Tech-Corbin.

**Lisa D. Miracle
Corbin ATC:**

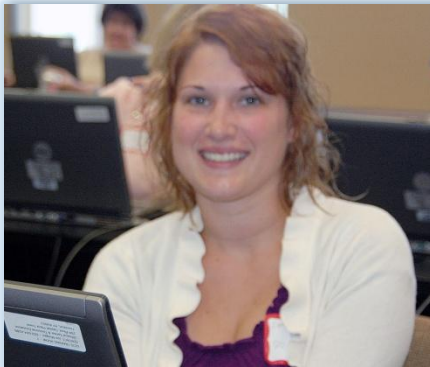
"I enjoy attending the TEDS training sessions because Sarah is very helpful and knowledgeable on how the system works. Just when you think you know everything you need to know, Sarah can show you a short cut or some other way to make your job easier."

"We only do some of this stuff once a year and reading from the instruction manual can be confusing. Attending Sarah's training sessions just makes everything much easier to understand. She can always answer any question."



Debbie Humphrey
KY Tech-Shelby Co. ATC:

"This training has been beneficial because we have been able to review procedures, hear questions and clarifications of items from other schools. I have also been able to put faces with names of staff in Frankfort and other schools."



Samantha FitzGerald
KY Tech-Boone Co. ATC:

"I think coming to the TEDS training is useful because I am new and had no idea what to do. This is a very important program and I have learned a lot to help make the school run successfully."



Tammy Hall
KY Tech-Russell ATC:

"Training is the essence of our job performance. The training we receive allows us to become apprised of the changes and updates of federal and state regulations – which in turn will allow us to perform our jobs more efficiently."



Crowder:

"This training is a wonderful opportunity to get a refresher course on TEDS and to have face-to-face interaction with each other. We believe the training is invaluable because everyone is together and it offers a great network of experience from the local level."

"Our new Kentucky Tech training center is awesome and having everyone in this facility gives them an opportunity to see and experience what has been accomplished on the 20th floor. And finally, those attending the sessions can meet and see our central office staff."

TEDS and Infinite Campus training sessions are paid for with federal funds. Individuals who complete the training session receive 6 hours of EILA (effective instructional leadership act) credit.



**Good News Story #326
By: Fran Dundon
July 2, 2010**



Office of Career and Technical Education – Education and Workforce Development Cabinet